

SAA
Steve Felt

ROUTING AND TRANSMITTAL SLIP

Date

5 August 1982

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. DD/Pers/SP

2. EA/Pers

3. DD/Pers

4. AC/BSD

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

AC/BSD

Room No.—Bldg.

SE 56

Phone No.

5041-102

OPTIONAL FORM 41
Prescribed by GSA
FPMR (41 CFR) 101-11.205

* GPO : 1981 O - 341-529 (120)

STAT

2 August 1982

MEMORANDUM

From: EAA Store Manager
To: Chief, Benefits and Services Division
Via: Deputy Chief, BSD

Subj: Stolen merchandise

1. The following item was stolen from the EAA Store on 30 July 1982: Battery terminal cleaner, Model 70-043, purchased from Frederick Trading Company costing \$1.52.

2. After completion of the mid year inventory, it was discovered that a Sanyo Stereo Cassette player, Model TMG-1, purchased from Chase Marketing, costing \$105.71 was missing. It disappeared between 1 April and 30 June 1982. Our sales records reveal that it was not sold and I assume it was stolen.



STAT

APPROVED:

[Redacted Signature]

6 AUG 1982

[Redacted Title] President
Employee Activity Association
DISAPPROVED:

[Redacted Signature] President
Employee Activity Association